

रजिस्टर्ड न० ल०-33/एस० एम० 14.



# राजपत्र, हिमाचल प्रदेश

(असाधारण)

हिमाचल प्रदेश राज्यशासन द्वारा प्रकाशित

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शिमला, शनिवार, 28 जुलाई, 1990/6 श्रावण, 1912

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हिमाचल प्रदेश सरकार

FINANCE DEPARTMENT

(PAY REVISION SECTION)

NOTIFICATION

*Shimla-2, the 23rd July, 1990*

**No. Fin. (C)B(7)6/88.**—In exercise of the powers conferred under Article 309 of the Constitution and proviso to sub-rule (1) of rule 10 of the Vidhan Sabha (Recruitment and Conditions of Service) Rules, 1972, the Governor, Himachal Pradesh, is pleased to make the following rules, further to amend the Himachal Pradesh Civil Services (Revised Pay) Rules,

1988 as notified *vide* Notification of even Number dated 7th November, 1988, namely :—

## RULES

1. (1) These rules may be called the Himachal Pradesh Civil Services (Revised Pay) (First Amendment) Rules, 1990.

(2) They shall be deemed to have come into force on and with effect from the first day of January, 1986.

2. In the Himachal Pradesh Civil Services (Revised Pay) Rules, 1988, in Rule 7 to clause (i) (b), the existing Note shall be re-numbered as Note-1 thereto and after Note-1 as so re-numbered, the following Note shall be inserted, namely :—

“Note 2.—In the case of a Government employee who has been in receipt of special pay in lieu of separate higher time scale and whose existing scale with such special pay has been replaced by as scale of pay without such special pay, the special pay in lieu of separate higher time scale as on the 31st December, 1985 shall be treated as part of ‘basic pay.’”

3. In the said rule, for the First Schedule, the following Schedule shall be substituted, namely :—

### THE FIRST SCHEDULE

[See rule 3 (g)]

Revised scales of pay for categories specified hereunder.

Sl. No.	Post	Existing scale in rupees	Revised scale in rupees	Remarks
1	2	3	4	5
<b>I. GENERAL HELPERS AND MAINTENANCE STAFF:</b>				
(1) Peon, Chowkidar, 300—430 750—1350				

1 2 3 4 5

(With an initial start of Rs. 770/-).

### Special Pay:

There is no special pay attached to this scale.

However, persons in receipt of special pay for additional duties of Gestet-

nor Operator/Photostat Machine Operator etc. as sanctioned by the Government in each specific case, shall continue to draw the same till they perform such additional duties.

810-20-950-25-1200-30-1440.

325—495

(2) Daftri and Jama-dar, Head Mali and Record Lifter.

300-430

### Special Pay:

There was a special pay of Rs. 20/- attached to the scales of these posts. This is revised to Rs. 40/-

### II. MINISTERIAL ESTABLISHMENT :

1(a) Clerks 400—600 } 50:50  
(b) Senior Clerks 510—800 } (i) 950—1800 with an initial start of Rs. 1000/-

### Basic Entry Scale:

This scale is to be given to the total number of posts in a cadre minus the posts which are to be placed in the scales of pay of Rs. 1200—2100 and Rs. 1500—2640 as specified in items (ii) and (iii) after the date of issue of notification, the minimum academic qualifications for recruitment as clerk shall be Matriculation Second Division or 10+2.

(ii) 1200—2100 This scale is to be given to about forty per cent of the total number of posts of clerks in cadre after a minimum period of five years service as clerk in the cadre and the incumbents are to be designated as Clerks.

(iii) 1500—2640 This scale is to be given upto forty per cent of the total number of posts of clerks in a cadre after a

minimum period of ten years of service taken together as clerk and Senior Clerk in the cadre and the incumbents are to be designated as Junior Assistants.

Note 1.—The method of working out the percentage of posts of clerks in a cadre in the aforesaid three scales viz. rupees 950—1800, 1200—2100 and 1500—2640 is given in the Annexure to these rules.

### Type Writing Allowance :

Note 2.—This allowance at the rate of rupees 30/- P. M. will be given to clerks having proficiency in both Hindi and English type-writing as per standard specified by the Government of Himachal Pradesh and deployed for typing work on full time basis during the period from 1st September, 1988

1	2	3	4	5
				in English or Hindi. Hindi alone shall not be eligible to this allowance.
<p><b>Special Pay :</b></p> <p>There was no special pay attached to these scales. However, persons in receipt of special pay for handling cash or for any other duties as sanctioned by the Govt. or by a competent authority shall continue to draw the same till they perform such duties. The norms and rate of special pay for handling of cash which at present are as under shall remain unchanged till 31-3-1989.</p>				
Amount of average cash disbursed				Rate of special Allowance per mensem w.e.f. 1-4-89
1				2
1. Upto Rs. 5000/-				Rs. 10/-
2. Over Rs. 5000/- and upto 25,000/-.				Rs. 20/-

to the 30th April, 1990. The rate of type-writing allowance to the typist clerks in the scale of Rs. 950—1800 (with an initial start of Rs. 1000) shall be rupees fifty per mensem with effect from the 1st May, 1990 and for sanctioning type-writing allowance, a certificate to the effect that the concerned clerk was actually deployed on typing work from the Head of Office will be required every month. This allowance will not be admissible to clerks who have been assigned dealing/desktop/diary work even if they do some type-writing work relating to their duties. An example of whole time clerk on typing is a clerk working in typing pool. It is clarified that a clerk having proficiency either

1	2	1	2	
3. Over Rs. 25,000/- and upto Rs. 50,000/-	Rs. 30/-	Secretariat, Vid-dhan Sabha, Public Service Commission, Lokayukta and Administrative Tribunal.	<b>Special Pay :</b> There was no special pay attached to these scales. However, persons in receipt of special pay for handling cash or for any other duties as sanctioned by the Government or by a competent authority shall continue to draw the same till they perform such duties.	
4. Over Rs. 50,000/- and upto Rs. 75,000/-	Rs. 40/-			
5. Over Rs. 75,000/- and upto Rs. 1,00,000/-	Rs. 50/-			
6. Over Rs. 1,00,000/- and upto Rs. 2,00,000/-	Rs. 60/-			
7. Over Rs. 2,00,000/- and upto Rs. 4,00,000/-	Rs. 70/-			
8. Over Rs. 4,00,000/-	Rs. 80/-			
<b>Note.</b> —The rates for cash handling from 1-1-1986 to 31-3-1989 will be the same as notified by F. D' Notification of even number, dated 7-11-1988. Other conditions for "cash handling" will remain the same as laid down in F. D's. O.M No. Fin. (C)B(7)59/77, dated 20-4-1989.				
2. 2 (a) Assistant in Secretariat, Governor Secretariat, Vidhan Sabha, Public Service Commission, Lokayukta and Administrative Tribunal. (b) Sr. Assistant in Secretariat, Governor	1800—3200			OTHER OFFICES  3. (a) Assistant 600—1120 } (b) Assistant 570—1080 }
	50:50			
4. Accountant/ Assistant-cum-Accountant/	570—1080	1800-3200	To be designated as Senior Assistants and the	

**Special Pay :**  
There was no special pay attached to these scales. However, persons in receipt of special pay for handling cash or for any other duties as sanctioned by the Government or by a competent authority shall continue to draw the same till they perform such duties.

**OTHER OFFICES**

**Special Pay:**  
As per remarks under Sl. No. 2 above.

2

1

Assistant (Accountant).

specialisation in Accounts to be mentioned in brackets.

### Special Pay :

There is no special pay attached to these categories of posts.

- Basic entry scales:**  
 This scale is to be given to the total number of posts of steno-typists in the cadre minus the posts which are to be placed in the scale of pay of Rs.1200—2100 as specified in item (ii) and are to be designated as stenotypist Grade-II. After the date of issue of this Notification, the minimum academic qualification for recruitment as stenotypist Grad. II shall be Matriculation Second Division or 10+2.
5. Steno-typist 400—600 }  
 Grade-II, Steno-510—800 } 50:50  
 typist Grade-I (i) 950—1800  
 (with an initial start of Rs. 1000/-)

total number of posts of Steno-typist in a cadre after a minimum period of five years service taken together as stenotypist Grade-II and Steno-typist Grade-I as were in the existing scale *vis.* a *vis* rupees 400—600 and 510—800 in the cadre and are to be designated as stenotypist Grade-I.

**Note.**—The fraction shall be ignored.

### Special Pay :

There was a special pay of Rs. 25/- attached to the scale of this post. This is revised to Rs. 50/-.

### 6. Junior Scale Steno- 510—800

nographer in Secretariate Government Secretariat, Vidhan Sabha, Public Service Commission, Lokayukta and Administrative

**Basic Entry Scale:**  
 This scale is to be given to the total number of posts of junior scale Stenographer in cadre minus the posts which

(ii) 1200—2100 This scale is to be given upto eighty per cent of the

Tribunal.

are to be placed in the scale of Rs. 1500—2640 as specified in item (ii) and the incumbents are to be designated as junior Scale Stenographers Grade-II.

After the date of issue of this Notification, the minimum academic qualification for recruitment as junior scale Stenographer Grade-II shall be Matriculation Second Division or 10+2.

(ii) 1500—2640

This scale is to be given upto fifty per cent of the total number of posts of junior scale Stenographers in a cadre after a minimum period of five years of service as junior scale Stenographer Grade-II in the cadre and the incumbent are to be designated as junior scale Stenographers Grade-I.

Note.—The fraction shall be ignored.

### Special pay :

There was a special pay of Rs. 30/- p.m. attached to the scale of this post, this is revised to Rs. 60/- p.m.

This scale is to be given to the total number of posts of junior scale Stenographers in a cadre minus the posts which are to be placed in the scale of Rs. 1500—2640 as specified in item (ii) and the incumbents are to be designated as junior scale Stenographers Grade-II.

After the issue of this Notification the minimum academic qualifications for recruitment as junior scale Stenographer Grade-II shall be Matriculation Second Division or 10+2.

This scale is to

7. Junior Scale Stenographers (other offices) 510—880 (i) 1200—2100

(ii) 1500—2640

2

1

be given upto fifty per cent of the total number of posts of junior scale Stenographer in a cadre after a minimum period of five years of service as junior scale Stenographer Grade-II in the cadre and the incumbents are to be designated as junior scale Stenographers Grade-I.

*Note.*—The fraction shall be ignored.

#### Special Pay :

There is no special pay attached to the scale of this post.

8. (a) Senior 600—1120 }  
Stenographers in }  
Secretariat, Govern- }  
or Secretariat, }  
Vidhan Sabha }  
Sectt., Public }  
Service Commis- }  
sion, Lokayukta }  
and Administrative }  
Tribunal. }

50:50

1800—3200

To be designated }  
as Senior Steno- }  
grapher. }

800—1400

(b) Sr. scale Steno- }  
graphers Grade I. }  
in Sectt., Governor }  
Sectt., Vidhan }

1

2

Sabha Public Commission, Lokayukta and Administrative. }  
Sectt., Secretary, Lokayukta and Administrative. }

9. Senior scale 570—1080 } To be designated }  
Stenographers 600—1120 } 1800—3200 as Senior Scale }  
(in the Offices other } Stenographers. }

*Note.*—The seniorscale Stenographers in Secretariat Offices and the one attached with the Head of the Department in the offices other than Secretariat Offices as mentioned in item No. 8 (a) & (b) and 9 shall be paid rupees eighty per mensem as special pay.

10. Personal Assistants. 800—1400

2000—3500

#### Special Pay :

There was a special pay of Rs. 50/- P.M. for arduous nature of duties. This is revised to Rs. 100/- P.M. The other special pay of Rs. 50/-



in lieu of higher time scale is abolished and recovery if any, which may become due from the Government employees in this process will not be made. In all Rs. 100/- as special pay per mensem will be admissible.

### III. MINISTERIAL SUPERVISORS :

1 (a) Section Officer 825—1580 2200—4000

in Sectt., Vidhan Sabha Sectt., Public Service Commission, Governor Sectt., Lokayukta and Administrative Tribunal.

#### Special Pay :

There was a special pay of Rs. 100/- P.M. attached to the scale of this post which is revised to Rs. 200/- P.M.

**Special Pay :**  
The special pay granted in lieu of a separate higher time

scale is abolished and recovery, if any, which may become due from the Government employees in this process will not be made.

(c) Supdt. Gr.I 825—1580 2200—4000  
(in other offices).

#### Special Pay :

There is no special pay attached to the scale of this post.

(d) Supdt. Grade-IV 620—1200 } Supdt. Grade-IV  
Supdt. Grade. III 750—1300 } and Supdt. Grade-  
and supdt. Gra-800—1400 } 2000—III to be re-  
de-II (in other offices) } 3500 designated as  
Supdt Grade-II.

#### Special Pay:

There is no special pay attached to the scales of these posts.

(b) Supdt. Grade-II in 800—1400 2000—3500

Secretariat, Governor Sectt., Vidhan Sabha Sectt., Public Service Commission, Lokayukta and Administrative Tribunal.

2. Private Secretary 825—1580 2200—4000

in Sectt., Governor Sectt., Vidhan Sabha Sectt., Public Service Commission, Lokayukta and Administrative Tribunal.

1

2

1

2

**Special Pay:**

There was a special pay of Rs. 100/- and additional special pay of Rs. 50/- (in all Rs. 150/-). This is revised to Rs. 300/-.

**IV. OPERATIONAL STAFF :**

1. Restorers

400—600 950—1800.

**Special Pay :**

No special pay is attached to the post.

2. Gestetnor Operator/ 400—600

Duplicating (Existing incumbents to be protected in the revised scale of Rs. 950—1800).

**Special Pay:**

No special pay is attached with the scale of this post.

3. (a) Cinema Asstt./ 400—600 }  
Operator. } 950—2100**Special Pay:**

(b) Cinema Asstt. 510—800 }  
in Forest De- }  
partment }  
No special pay is attached with the post.

4. Drivers:

(a) Drivers in Sectt., 400—660  
Governor Sectt., (T.S.)  
Vidhan Sabha—

**Special Pay:**

There was a special pay of Rs. 150/- attached to the scale of this post. This is revised to Rs. 300/- P.M.

Sectt., Public 510—800  
Service Commis- (S.G.)  
sion, Lokayukta  
and Administra-  
tive Tribunal.

(b) Drivers of heavy 400—660  
and light vehicles (T.S.)  
in other Depart-  
ments. 510—800  
(S.G.)

**Special Pay:**

Special pay of Rs. 75/- has been allowed to the Drivers in the pre-revised scale. This is revised to Rs. 150/- P.M. with effect from 16-7-1987.

*Note.*—Provided that wherever an employee has been granted selection grade on or before the 31st December, 1985, he may be allowed the revised scale corresponding to the selection grade as measured personal to him. This will not be applicable to the posts of Drivers of Heavy, Light and Commercial Vehicles in the various Departments including H.P. Secretariat, Governor Secretariat, Vidhan Sabha Secretariat, Public Service Commission, Lokayukta and Administrative Tribunal and Cinema Assistant/Operator, Cinema Assistant/Operator in the Forest Department as in their case, the revised pay scales of Rs. 1025—2100, and 950—2100 respectively have been determined keeping in view both the time scale and the selection grade.

XXXIV—H.P. Vidhan Sabha Secretariat :

4. Reporters	825—1580	2200—4000 plus Rs. 200/- compo- site special pay. (S.G.)
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By order,  
KANWAR SHAMSHER SINGH,  
Commissioner-cum-Secretary.

ANNEXURE

(See Note I below item I of Serial No. II of First Schedule under column 5)

# METHOD OF DETERMINING THE NUMBER OF POSTS OF SELECTION GRADE, SENIOR SCALE AND BASIC ENTRY SCALE FOR POSTS OF CLERK

## FORMULA

(i) Selection grade posts of Clerk = Integral part of (Forty per cent) of the total number of posts of clerks.

(ii) Senior Scale posts of Clerk = Forty per cent of the total number of posts of clerk.

Integral part plus I (if fractional part is .5 or above)  
(Fraction less than .5 is to be ignored).

(iii) Basic entry scale posts of Clerk = Total number of posts of Clerk—Selection Grade posts of Clerk—Senior scale posts of Clerk.

The Governor, Himachal Pradesh, is further pleased to make amendment in Part-B of "Second Schedule" under Section-I—Treasuries and Accounts Organisation/Section-II—Local Audit Department/XXXVI—H. P. Vidhan Sabha Secretariat and XXXIII—Rural Development Department against Sl. No. 11, 10, 18 and 7 respectively as under:—

## SECTION I & II T & A ORGANISATION/LOCAL AUDIT:

1. Section Officer (S.A.S.). 800—1400 2000—3500  
The special pay granted in lieu of a separate higher time scale is abolished and recovery if any, which may become due from the Government employees in the process will not be made.

2. Accounts Officers 825—1580 2200—4000  
To be re-designated as Asstt. Controller, Fin. & Acctt.

## XXXHI—Rural Development Department:

3. Village Dev. Co-ordinator/Lady Village Dev. Co-ordinator (Gram Sevaks/Gram Sevikas) 400—600 950—1800  
With an initial start of Rs. 1,000/-  
(S.G.)

## ILLUSTRATION I

Suppose the total number of posts of Clerk is=11

- (i) Selection grade posts of Clerk=Integral part of (forty per cent of 11).

Integral part of  $4.4=4$

- (ii) Senior scale posts of Clerk=Forty per cent of the total number of posts of Clerk= $4.4=4$

- (iii) Basic entry scale posts of Clerk. = $11-4-4=3$ .

## ILLUSTRATION—II

Suppose the Total number of posts of Clerk is=37

- (i) Selection grade posts of Clerk=Integral part of (forty per cent of 37)=Integral part of  $14.8=x4$ .

- (ii) Senior scale posts of Clerk= $14.8=14-1=15$

- (iii) Basic entry scale posts of Clerk  
 $37-14-15=8$